

Chickasaw County Board of Health
January 14, 2021
Meeting Minutes

The Chickasaw County Board of Health met Thursday, January 14, 2021, at the Chickasaw County Community Services Building. Cindy Shoemaker called the meeting to order at 9:00 a.m. The Community Services Building is closed to the public. The meeting was held in person and via GoToMeeting/phone call.

Member present: Cindy Shoemaker

Members present by phone: Dr. Jack Kline, M.D., Dan Carolan

Absent: Toni Friedrich

Guest present: Jeff Bernatz EMA, Lisa Welter RN, Administrator, Ann Knutson, RN, Assistant Administrator, Penny Andorf, Environmental Health, and, Tina Britt, Business Manager.

Guests by phone: Jason Byrne, Joan Knoll

Lisa informed all that the building is closed due to the EOC being open and having Covid-19 vaccine in house. Jennifer Schwickerath said this needed to be stated at the beginning at the meeting.

A quorum was established.

Guests were acknowledged.

A motion Carolan/Dr Kline to approve the agenda. All Ayes. Motion carried unanimously.

A motion Carolan/Dr Kline to approve the December 9, 2020, meeting minutes. All Ayes. Motion carried unanimously.

Vote new member was tabled until the next meeting.

Home Health

Update on Admissions and Referrals

Lisa Welter gave an update on the monthly admissions and referrals. There were 19 referrals with 16 admissions and 25 discharges. There were 4 non-billable visits, 237 nurse visits, 357 aide visits, and 352 homemaker visits.

Staff Reviews

Lisa Welter reported she did one nurse and one aide review this month. Both had favorable reviews.

Discuss Part-time On-call Home Care Aide Position

Lisa said that she would like to repost the part-time on-call home care aide as no on applied. She would like to keep it open until filled or not longer necessary. A motion Dr. Kline/Carolan to approve hiring a part-time on-call home care aide. All Ayes. Motion carried unanimously.

Nursing staff position changes

Lisa said one staff nurse and the QAQI/staff nurse will change positions effective January 18, 2021. The current staff nurse is Shelley McShane and her wage is \$23.35. The current QAQI/staff nurse is Judy Paulus and her wage is \$25.38. Shelley's wage will increase to \$26.88. Judy's wage will remain at \$23.35. A motion Dr. Kline/Carolan to approve the change in positions and Shelly's wage change to \$26.88. All Ayes. Motion carried unanimously.

Business Operations

Monthly Claim Review and Approval for CCPH and EH Departments

Cindy Shoemaker stated she had reviewed the claims. Cindy stated the claims for Public Health were \$18,994.56. The mileage claims for Public Health were \$2,998.08. The total claims for Public Health are \$21,992.64. The Environmental Health claims total is \$1,047.05. The total of both agencies is \$23,039.69. A motion Carolan/Kline to approve the claims total of for Public Health is \$18,994.56. The mileage claims for Public Health were \$2,998.08. Public Health claims total amounts of \$18,994.56 and \$1,047.05 for Environmental Health. Total claims were approved for \$23,039.69. All Ayes. Motion carried unanimously. Lisa informed the board that the 1-800 number was compromised, and they are working on refunding the over charges.

Correct previous months claim amount

Lisa informed the board there was an error in last month's claim totals of .05. the correct amount for last month was \$22,191.54. A motion Dr. Kline/Carolan to approve the previous months correct amount of claims of \$22,191.54. All Ayes. Motion carried unanimously.

Wage Scale for 2021-2022

Lisa presented the wage scale with several different percent increases. Discussion was held by members. A motion Carolan/Dr. Kline to approve a 3% wage scale increase. All Ayes. Motion carried unanimously.

Budget 2021-2022

Both budgets were sent to all board members before the meeting today

Lisa said she increased the revenue budget a little as we are closely watching revenue to make sure the charges are paying correctly. Lisa presented the revue budget of \$847,500.00. A motion Dr. Kline/Carolan to approve the revenue budget of \$847,500.00. All Ayes. Motion carried unanimously. Lisa informed the board that she and Tina figured different revenue budgets to include increases in physical therapy and occupational therapy due to more clients being released from the hospital due to covid-19 and the increase in PPE expenses. Dan felt the budget should be increased more due to the increase in the PPE expenses. Lisa presented the expenditure budget of \$1,314,580.00. A motion Carolan/Dr. Kline to approve the expenditures of \$1,314,580.00. All Ayes. Motion carried unanimously.

Don Croghan Cost Report Agreement

Lisa presented the cost report agreement From Don Croghan. His charges are from \$2700-\$2900. Last year were charged \$2700.00. A motion Carolan/Dr. Kline to approve the cost report agreement with Don Croghan. All Ayes. Motion carried unanimously.

Public Health Programs

Grant Update

Anita informed the board that Tina billed the IM Grant for \$ Anita billed the state grant \$235.28 for August September and October. Anita is working on the State Grant and Emergency Preparedness

billings for November and report those amounts next month. Anita said the changes the board made with the State Grant will last the entire grant year.

Covid-19 Update

Lisa informed the board that Chickasaw County currently had 1098 cases of Covid-19. are currently active and 1075 have recovered. We have had a total of 15 deaths and currently, 0 patients are hospitalized. The school positivity rate is 19% and the county rate is 12,0%. Lisa said we are still in 1A and will be finishing up soon. Lisa said we are sticking to the orders given by the state regarding who can be vaccinated in 1A. Lisa said 1B includes fire, police, schoolteachers, daycare staff and people over 75 years old.

Communicable Disease

Lisa reported she had one communicable disease to report. A child with multi system failure due to Covid-19. The child was under one year old and was hospitalized. She said she wasn't required to investigate this case.

Environmental Health

Update on Environmental Health Activity

Penny provided the December activity report. Penny reported only no new dog bites. Penny said January is radon awareness month and she plans to run radio and newspaper ads to sell the radon kits available in our office. Penny said she talked to Jennifer regarding the nuisance complaint Jennifer said Mr. Knutson could file a civil claim on Mr. Attleson regarding the nuisance.

Vehicle Update

Penny said she was approached by Jake Hackman about trading her truck with another county vehicle. Penny wants to stick with her current vehicle.

Budget 2021-2022

Penny presented her revenue budget to the board. Penny said she increased her revenue by \$6,400.00 to \$42,500.00. A motion Dr. Kline/Carolan to approve Penny's revenue budget for Environmental Health \$42,500.00. All Ayes. Motion carried unanimously. Penny said she increased her expenditures with a 3% wage increase, she also increased her insurance and advertising line items. The total increase was \$6,400.00 for a total of \$97,710.00. A motion Dr. Kline/Carolan to approve Penny's expenditures budget of \$97,710.00. All Ayes. Motion carried unanimously.

Old Business

New Business

The Board of Health monthly meeting will be Wednesday, February 13, 2021, at Chickasaw County Community Services Building at 1:00 p.m. The building is closed due to the EOC being open, the meeting will be held via GoToMeeting.

A motion Dr. Kline/Carolan to adjourn the meeting. The meeting adjourned at 9:52 a.m. All Ayes Motion carried unanimously.

Anita Eschweiler, BOH Secretary.

Attested by Lisa Welter, RN,
Chickasaw County Public Health Agency Administrator